

EMPLOYEE TRAINING RECORD

TRAINING TITLE Flagging Traffic

KEY TEACHING POINTS

- Do you feel that the motoring public is out to get you? That if you don't hop out of the way quickly enough, they will run you down? It is probably because many drivers take the attitude that we should see them and keep out of their path.
- When flagging traffic, we want to do everything we can to prevent an accident. Because when an accident occurs, everyone suffers: the motorist, our Company, and each one of us. An accident can mean damaged vehicles and equipment, personal injury, and fatalities.
- Signs normally do a good job of giving messages or directions. But they have one disadvantage, they can't think. If a situation changes suddenly, our signs can't automatically adjust. That is where we come in. A flag person is used where conditions are constantly changing and traffic instructions must change, too.
- For traffic control to be effective, the job has to be set up properly. We put out the necessary signs in advance to warn motorists that they are entering a construction area, and to let them know that a flag person will be giving directions.
- Motorists will be looking for the promised flag person, and should be able to spot you quickly. That is one reason you wear a fluorescent vest, so that you will stand out. Don't defeat its purpose, don't let a bunch of other employees gather around you so that you can't be seen at all. Sometimes motorists find two persons giving them conflicting directions. We can avoid such situations by following these few basic rules:
 1. As a flag person, you should understand what our operation involves, so that you know what to anticipate when directing traffic.
 2. You should be properly dressed and neat in appearance. Footwear is important, remember that pavement can get very hot or cold, depending on the weather. Sturdy shoes or boots are advisable.
 3. Depending on state requirements, paddles or flags of the correct size must be used. Flags should be at least 24 inches square.
 4. There is only one right way to signal traffic, while there are many wrong ways. We all should be using one standardized set of signals.
 5. Only designated flag persons should be directing traffic, except in emergency situations. These individuals must be alert to traffic conditions and the construction operations at all times.
 6. Never turn your back on traffic. Many a flag person has been knocked for a loop.
 7. Flag persons should be firm but courteous with the public at all times. The general public could well form an opinion of the construction industry as a whole by the impression they receive from you.
- Always remember that it's the public's highway, not the Company's. So, we want to be courteous, but at the same time, we want to make sure that an accident doesn't happen. We may have to be especially firm with some motorists to keep them from hurting themselves or others. Being a flag person is a very important job, because you have the responsibility of protecting the public, your fellow workers, and yourself.

TEST

QUESTION	ANSWERS	
	TRUE	FALSE
1 A flag person is used where conditions are constantly changing and traffic instructions must change, too.		
2 Never turn your back on traffic.		
3 You should be properly dressed and neat in appearance.		
4 Flag persons should be firm but courteous with the public at all times.		
5 Only designated flag persons should be directing traffic.		
EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE
INSTRUCTOR'S NAME	INSTRUCTOR'S SIGNATURE	DATE

1. True 2. True 3. True 4. True 5. True